

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 167
SEPTEMBER 18, 2013 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, September 18, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director

Others Present: Elaine Marlow, Budget Director

Record @ 00:10

Roads

Subject/Description: Engle Road Speed Limit Petition

Attachment: Memorandum

Action Requested: Approval to conduct Speed Study and Field Review.

Follow Up: Okay with full Board.

Subject/Description: DEM Budget discussion (cont. from 9/4/13)

Attachment: Ltr dated 9/18/13 from Robert May

Information: Bill reported that he is still working on the Board's request to put together background information on the Department of Emergency Services. A placeholder for the requested increase in SWB and M & O is in the supplemental budget.

Robert May, Paramedic with Whidbey General Hospital, spoke in appreciation of Island County's Department of Emergency Management's ongoing efforts to ensure the safety of Island County residents and visitors. He thanked the Board for the support already provided to Island County DEM as well as for the consideration of further support.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, September 18, 2013 at 9:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Greg Banks

Record @ 14:56

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 168
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Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Foreman, Coupeville Road Shop, replacement position, R-19 #077/13

Commissioner Price Johnson moved to approve Job Requisition #077/13. The motion was seconded by Commissioner Emerson and carried unanimously.

Planning

- Permit Tech 1, replacement position, C-7 #076/13

Commissioner Emerson moved to approve Job Requisition #076/13. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Prosecuting Attorney

- Deputy Prosecuting Attorney – Juvenile, replacement position, DP 13/14 DOQ #074/13
\$17,000.00 leave payout

Commissioner Price Johnson moved to approve Job Requisition #074/13. The motion was seconded by Commissioner Emerson and carried unanimously.

Subject/Description: 2014 Medical, Non-Represented employees

Attachment: yes

Action Requested: Move forward with Human Resources Director's recommendation for 2014 Medical Rates for non-represented employees:

- 4 Medical Plans; one rate for each, depending on achievement of Wellness incentives
- County to make AFLAC hospitalization, accident and cancer plans available to employees
- Continuation of HRA VEBA opt-out incentive
- Continuation of HAS match for participants in the applicable High Deductible Health Plan

Follow up: Okay with full Board to move forward to a Monday consent agenda.

Subject/Description: Facilities & Administrative Services

Attachment: none

Discussion: Commissioner Johnson recommended Facilities go under Public Works. The Board discussed the implications and determined that a more in depth conversation was needed.

Follow up: Continue discussion to the Commissioner's work session agenda on October 9, 2013.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, September 18, 2013, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:

Jill Johnson, Chair

Staff: Pam Dill

Kelly Emerson, Member

Helen Price Johnson, Member

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 169
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Staff Present: Lynda Richards, Joanne Pelant

Others Present: Elaine Marlow, Budget Director

Record @ 56:02

Subject/Description: Housing Programs

Attachments: yes

Discussion: Lynda Richards and Joanne Pelant provided an update on homeless and affordable housing programs.

The Housing Advisory Board met on September 5, 2013. Agenda items included:

- Housing Trust Fund Application – Moved to set aside \$100,000 for new permanent supportive housing.
- Request for Proposals – Housing Assistance Projects for 2014 – Funds Available \$751,000
- Staff will be meeting with Skagit and Whatcom Counties to explore cooperation of the three counties on a regional housing affordability strategy aimed at the possibility of securing an annual federal allocation of HOME Investment partnership Program HUD grant funds.
- Intensive planning being done by local Homeless Service providers on the statewide mandate to have a countywide system of Coordinated Entry that connects the homeless and those at risk to services in place by December 2014.

WSU / Extension Services
Summary Minutes

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, September 18, 2013, at 10:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director, Pam Bishop

Others Present: Elaine Marlow, Budget Director

Record @ 01:24:32

Subject/Description: Amendment #2 to Department of Ecology Grant

Attachment: yes

Action Requested: Approval of Amendment #2 to Island County/NW Straits Agreement #G1300025 between the Washington State Department of Ecology and Island County to extend the end date of the grant from August 31, 2013 to September 27, 2013. There are no changes in funding.

Follow up: Okay with full Board to move forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 170
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Subject/Description: Community Litter Cleanup Program Grant Agreement

Attachment: yes

Action Requested: Approval of Community Litter Cleanup Program Grant Agreement G1400059 between the State of Washington Department of Ecology and Island County,

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Marine Resources Committee

Attachment: none

Information: Tim Lawrence informed the Board that he is proposing a meeting during the first week of October with NW Straits leadership of the MRC, Commissioner Johnson and representatives from the Health Department to discuss the structure of MRC in Island County moving forward.

Follow up: Tim will come back to the Board with a collective agreement.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, September 18, 2013 at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Tess Cooper

Others Present: Elaine Marlow, Budget Director, Melanie Bacon

Record @ 01:29:35

Subject/Description: Planning update

Attachment:

Information: David Wechner provided an update on development review/code enforcement, long range planning, building and strategic planning/office management.

The Board approved bringing forward a Job Requisition for an Office Assistant position to Monday's meeting.

Subject/Description: COV 715/00 outstanding lien

Attachment: Memo from Tess Cooper, Code Enforcement

Action Requested: Approval for Release of Lien on Assessor's Parcel #R31066-435-4730. Initial penalty of \$1000.00 assessed.

Follow up: Planning will submit a Legal Assistance Request on the proper approval authority for Release of a Lien and report back to the Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 171
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**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, September 18, 2013, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Helen Price Johnson, Member

Present: Tony Lam, LaRae Brown

Others Present: Elaine Marlow, Budget Director

Record @ 02:06:52

Subject: Monthly Financial Report

Attachment: [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, September 18, 2013, at 1:15 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Helen Price Johnson, Member

Staff Present: Keith Higman, Director, Jill Wood, Suzanne Turner

Others Present: Elaine Marlow, Budget Director

Record @ 02:12:42

Environmental Health

Subject/Description: Memorandum of Understanding between NWCAA and Island County

Attachment: Contract No. HD-13-2013

Action Requested: Approval of Memorandum of Understanding between NWCAA and Island County.

Follow up: Okay with full Board to move forward to a Monday agenda.

Community & Family Health

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 172
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Subject/Description: 2013 Medical Service Consultation Contract with Christopher Spitters MD Amendment No. 1 – WA State Department of Health TB Mini Grant

Attachment: Contract No. HD-23-12 Amendment No. 1

Information: Addition of \$2000.00 to Christopher Spitters contract for payment of Tuberculosis In-Service Training of Island County Public Health Nursing staff.

Follow up: Information only; will bring forward for approval when the Consolidated Contract comes through.

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, September 18, 2013 at 1:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Kelly Emerson, Member
 Helen Price Johnson, Member

Staff Present: **Keith Higman, Director, Dawn Pucci, Abby Hook**

Others Present: **Elaine Marlow, Budget Director**

Record @ 02:28:22

Subject/Description: Island County Salmon Recovery Adaptive Management Process (cont from 8/21/13)

Attachment: PowerPoint

Discussion: Presentation by Abby Hook, Regional Contractor working with Island County's Lead Entity, on the Island County Salmon Recovery Adaptive Management Process. This is a continuation of a multi-part discussion that will detail the process and outcomes of WRIA 6 Lead Entity's Adaptive Management process that is being undertaken over the next year. All regional Lead Entities are engaging in this process in a coordinated effort. The process will result in an update of the 2005 Multi-Species Salmon Recovery Plan.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, September 18, 2013 at 11:20 a.m. and 2: 00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Kelly Emerson, Member
 Helen Price Johnson, Member

Others Present: **Elaine Marlow, Budget Director, Dave Wechner, Will Simpson**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 173
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Record @ 02:04:20

**Subject/Description: Consider appointment/reappointment to Ebey's Landing
Nation Historical Reserve Trust Board**

Attachments: yes

Action Requested: The Board considered appointment/reappointment to Ebey's Landing
Nation Historical Reserve Trust Board.

Follow up: Okay with full Board to move recommendation forward to Monday's
agenda.

Subject/Description: Vacancy on Housing Authority

Attachments: none

Action Requested: The Board agreed to extend the application process for an additional
30 days as requested by the Executive Director of the Island County Housing Authority.

Record @ 02:57:45

Subject/Description: Marijuana Licensing Survey

Attachments: Survey from Washington State Liquor Control Board

Action Requested: Washington State Liquor Control Board is preparing to begin
accepting applications for marijuana licenses in November. The Liquor Board has
requested the Island County Commissioners complete a short survey by September 20,
2013 on whether Island County has a moratorium in place that will impact the ability of
recreational marijuana license applicants locating within Island County and if not is one
anticipated to be adopted.

Dave Wechner, Planning Director, noted that the City of Oak Harbor has adopted two
moratoriums. A six month moratorium on the establishment and operation of businesses
and other activities related to the sale of marijuana and marijuana products and a six
month moratorium on the establishment and operation of medical marijuana collective
gardens.

The Board concurred with moving forward with six month moratoriums similar to the
ones that the City of Oak Harbor adopted. The moratorium would exclude any current
medical dispensary operations.

Commissioner Emerson suggested the county work in conjunction with NWCAA as it
pertains to the regulatory aspect of the new marijuana law.

Follow up: Planning will bring forward draft moratoriums for Board review.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 174
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Budget Director/GSA/IT Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, September 18, 2013, at 2:15 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @ 3:23:43

Subject/Description: Property Tax Supplements Finding

Attachment: none

Information: Elaine briefed the Board on the County's draft response to the SAO finding.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board